



Regional Service Council Minutes Region # 3

Meeting Date: October 16, 2006

Meeting Location: CAPS, Elkhart, IN

Council Members Present: Linda Cioch, Regional Manager; Michael Carroll, Director Marshall County DCS; Peggy Shively, Director Kosciusko County DCS; Tony Sommer, Director Elkhart County DCS; Teresa Zornig, Supervisor St. Joseph County DCS; Sally Greenlee, FCM Marshall County DCS; Jim Caldwell, Foster Parent

Council Members Absent: The Honorable Peter Nemeth, The Honorable Duane Huffer, Magistrate Deborah Domine; The Honorable Michael Cook, Bill Bruinsma, Executive Director Juvenile Justice Center, Sally Mahnken, CASA Director, Kosciusko County

Others In Attendance: Chuck Smith, Director St. Joseph County DCS, Daryl Abbott, CAPS; Carolyn Hahn, CASIE Center; Bonita Schrock, Oaklawn; Hazel Hooven, White's Family Services; Leticia Timmel, Marshall County System of Care; Barbara Vernon, CAPS; Candy Yoder, CAPS; Rodney Barbee, Wernle; Christine Majewski, Elkhart County DCS, Rachel Tobin-Smith, SCAN

Meeting Minutes

Meeting Called to Order at 10:00 a.m.

1. Linda Cioch gave recognition at the beginning of the meeting to Paula Kupferer, Family Case Manager St. Joseph County DCS for 35 years of service. Although Paula could not attend the meeting Linda felt she should be acknowledged for her years of service.
2. Minutes of August 21, 2006 RSC meeting were reviewed by Linda and will be sent out as soon as they are edited. Linda did note that in reviewing the minutes from the last RSC meeting that there were a couple questions from the previous meeting on CAPTA. In review: for anyone who has a substantiated abuse/neglect case, an appeal has to be offered to them. There

are certain time requirements in which the person has to be notified. If there is a CHINS petition being filed or criminal charges being filed, the appeal goes on hold until CHINS or criminal charges are determined. If they are not adjudicated CHINS, then the appeal process would pick back up. The basic way the appeal process begins is: the request for an appeal is received and reviewed by the Director unless the Director is the one who originally approved the findings of substantiation; then, it is forwarded to the Regional Manager for review. The Regional Manager or Director can also take the appeal request before the Child Protection Team for input before approving. If a client is not happy with the decision made at the local level then the decision goes before an Administrative Law Judge. One question raised in doing the appeal process was does the individual have a right to a copy of the investigation. The answer is yes but that we give them the report and not the contact log. It was suggested that the information on the report be kept to a minimum and that we use our Attorney in regard to release of information.

3. Rachel Tobin-Smith of SCAN gave a presentation on Community Partners bringing everyone up to speed on what has been accomplished so far. SCAN has identified partners for each county within the region. They are in the process of hiring part-time assessment workers to do home-based assessments. They will be using the KEMP assessment as the referrals come in and the assessments will be done in the family's home or other agency. Once the assessment is done, the assessment worker will call a provider in the community that has been identified by the county and then that provider will meet with the county worker in order to establish a smooth transition. The assessment worker will be doing assessments only, no case management; unless there would be a crisis situation where a county worker could not get out right away. SCAN has been working with providers in establishing Homemaker Services which would be a great asset in helping families. SCAN feels that 50% of the families referred will be on the low end, needing 6 weeks or less of service; 25% will be mid to low, needing 12 weeks or less of service and 25% will be on the high end, needing the full 6 months of service.

Rachel informed the Council that there is \$743,329 available to be divided among the counties in the Region. She said she realizes that more money will be needed to provide services and that the State is working on getting additional money allocated. Rachel said all contracts have been approved and are in the final signature process at the state level.

Rachel said SCAN has thoroughly enjoyed working with the members of the Council and have appreciated all the input given to them.

4. Tony Sommer made a proposal regarding CAPS Preschool/Transportation Services. Service standards were not clear at the time of the initial contract and now CAPS is finding that the transportation part is not something they can bill for. CAPS is now asking for an amendment to thier proposal to change the unit rate from \$35.70 to \$48.50 to cover the cost of therapeutic transportation. It was not sure if a new contract needed to be signed, but the RSC would first have to approve. Peggy Shively motioned to approve the proposal, Michael Carroll seconded and the motion was passed.

5. Linda stated the apparently the RSC will be writing a strategic plan for the Region. One of the first steps needed is to identify the service gaps in the Region. Handout was distributed identifying services currently in use in the Region. The services were coded with an E for existing services and P for potential services which could be used. Linda asked that the Council review the list and try to identify and gaps in service and bring any suggestions they have to the next RSC meeting. If a service is found that is needed, service standards would need to be

written for that service. There is \$1,000.00 available in each region to hire someone to identify service gaps, but it was not felt that this would be needed.

Linda noted that one potential service listed was Foster Parent Mentoring. This service would help current foster parents as well as help gain new foster parent homes. Jim Caldwell will meet with various foster parents in the region to discuss this service and present his findings at the January RSC meeting. Chuck Smith also suggested that service gap areas be categorized so the service list is not so broad. Linda is going to ascertain a copy of IV-B services from Jim Shively and will present it at the next RSC meeting.

6. In the area of new business, Tony Sommer posed the question if there is no IV-B contract for a service, do we give a referral. He felt uncomfortable in providing a referral for uncontracted services because he felt that was a promise to pay for these services. Chuck Smith made the comment that because so many services have been left out because of the IV-B process, that there had been discussion about a MOU being needed for any services not in the IV-B process, which would have to be approved by the RSC in order for the services to be paid out of county dollars. It was the general opinion of the Council that if a paper referral was made under the current system, that it was a promise to pay. After lengthy discussion on the whole referral process, it was decided that a meeting would be set up with Jim Shively to discuss ways to handle referrals that could be paid from other sources, i.e, Medicaid, private insurance, etc.

Next Meeting Date, Location and Time: The next meeting will be held on Monday, November 20, 2006 at the Elkhart CAPS Office, 100 West Hively Street, Elkhart.

Meeting Adjourned: 11:00 a.m.